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PROCUREMENT MEMORANDUM NO. 8

To: Branch and Division Chiefs and Regional Directors

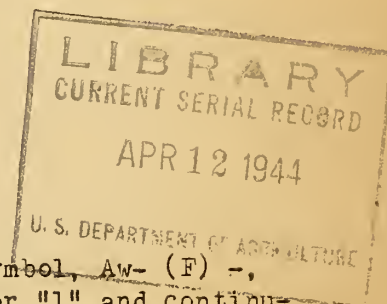
From: Otie M. Reed, Assistant Deputy Director for Supply

Subject: Contract Symbols

In accordance with the provisions of Administrator's Memorandum No. 27, Supplement 4, Amendment No. 2, the following symbols shall be used, commencing with the date of this memorandum, in identifying contracts involving the expenditure of Commodity Credit Corporation funds:

Type of Contract:

Purchase	Aw-f(F) -
Processing	Aw-p(F) -
Storage	Aw-w(F) -
Sales	Aw-s(F) -
Miscellaneous	Aw-x(F) -



All contracts shall be numbered serially under the symbol, Aw- (F) -, separated from (F) by a hyphen, commencing with number "1" and continuing in succession without reference to fiscal year.

For the purpose of visibility in handling, sorting, and filing, the symbol and serial number shall be imprinted on the contract in the upper right-hand corner, using characters and digits that can be readily recognized.

The Finance Division shall maintain the serial number control register. (Contract numbers may be obtained by calling Mr. Reeves, Extension 2559.)

The present contract symbols for appropriated funds, i.e. Defense Aid, Cooperative Agreements, Caribbean Emergency Program, Market Purchase (Section 32), Red Cross (Section 40) and Territorial Emergency Program funds, will continue to be used until further notice.

This Memorandum supersedes that portion of Director's Memorandum No. 15, Supplement No. 1, dated February 3, 1943, concerned with use of General Commodities Purchase Program symbol, FOC(F)-.

Otie M. Reed
Assistant Deputy Director

MEMORANDUM FOR THE DIRECTOR

RE: [Illegible]

DATE: [Illegible]

TO: [Illegible]

FROM: [Illegible]

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